



**State of Vermont
Public Service Board**

MEMORANDUM

To: EEU E-mail Service List

From: Ann Bishop, Board staff

Re: Next Steps for EEU Structure Working Group

Date: September 17, 2007

On August 14, 2007, Public Service Board ("Board") staff held the third meeting of the Energy Efficiency Utility ("EEU") Structure Working Group. At that meeting attendees agreed to the following next steps:

- David Grimson will email Board staff the June 2007 evaluation of the Oregon Energy Trust model, which will then be posted on the Working Group's web page.
- Vermont Energy Investment Corporation ("VEIC") will submit to Board staff for posting on the Working Group's web page a list of VEIC's current subcontractors who are providing EEU services. The list will describe the services that each subcontractor is providing.
- Board staff will put a link on the Working Group's web page to the Vermont Department of Public Service's study of Vermont's energy efficiency potential. (This has been done.)
- In order to move to the next level of detail, the Working Group will develop and fill out a matrix that shows various EEU program functions as rows, and possible structural models as columns. One column will also indicate whether the function is consistent with the current regulatory framework established in Dockets 5980, 6290, and 7081. By close of business on **September 17, 2007**, Morris Silver will circulate a draft matrix structure.
- By close of business on **September 19, 2007**, Working Group participants will circulate to the EEU e-mail service list their comments on the draft matrix structure.
- By **September 21, 2007**, Board staff will circulate the final matrix structure to the EEU e-mail service list.

- By **September 25, 2007**, Working Group participants will circulate to the EEU e-mail service list their completed matrices.
- From 9:00 to 11:30 a.m. on **September 27, 2007**, the EEU Structure Working Group will meet in the Board's Hearing Room, Third Floor, Chittenden Bank Building, 112 State Street, Montpelier, VT. At this meeting, participants will begin to discuss the functions identified in the structure matrix. Specifically, participants will discuss the scope of services they would like the EEU to provide in the future. Scope issues will include program planning, implementation, resource planning, and other issues to be identified by Working Group participants.
- From 9:30 to 12:00 a.m. on **October 12, 2007**, the EEU Structure Working Group will meet in the Board's Hearing Room, Third Floor, Chittenden Bank Building, 112 State Street, Montpelier, VT. At this meeting, participants will continue their discussion of the functions identified in the structure matrix. Specific topics will be determined at the September 27 workshop.